

State Historical Records Advisory Board

Minutes

The State Historical Records Advisory Board (SHRAB) met on August 22, 2007, at 10 a.m. in the Board Room at the Kentucky Department for Libraries and Archives (KDLA). Board members present were: Richard Belding, Coordinator; Barbara Teague, Deputy Coordinator; Mary Margaret Bell, Jefferson County Public Schools (JCPS); Rebecca Ryder, University of Kentucky (UK); and Mary Winter, Citizen at Large. Also present was Connie Renfroe, Public Records Division Secretary. Not present were: Sue Lynn McDaniel, Western Kentucky University (WKU); Dr. James Greene, Harlan Independent School District; and Kent Whitworth, Kentucky Historical Society (KHS).

The minutes of May 30, 2007 were reviewed and a correction was made on the misspelled word "Keeneland". Ryder made a motion to accept the minutes as corrected, seconded by Bell. Motion carried unanimously.

Teague attended the annual meetings of the National Association of Government Archives and Records Administrators (NAGARA) and the Council of State Archivists (CoSA), which took place on July 18-21, 2007 in Kansas City, Missouri. Teague reported that the National Historical Publications and Records Commission (NHPRC) has new forms for SHRAB members to complete when reviewing grants that are more user friendly. NHPRC has proposed to change the way it distributes grant money for board administrative support grants and regrants. The plan is to combine the administrative state board grant and regrant money so that each state will apply for a larger amount of money (as of yet, the amount had not been determined), that would allow the SHRAB to use it for the administrative costs, regrants, or other projects. This process would reduce to a minimum the amount of applications and reports required by states to NHPRC and would also make it easier for states to apply for a grant. This process will not take effect until 2009. NHPRC is trying to be more proactive by improving their web site and sending out announcements to make states more aware of grants and deadlines. Kathleen Williams, NHPRC Assistant Director, will act as liaison with the state boards.

Teague gave an update on CoSA. CoSA formed a task force about online content providers. Some guidelines have been issued to give guidance to state archivists and other repositories on

how to deal with content providers who want to digitize material for repositories and either get the copyright for it or pay repositories a fee for the copyright.

In 2006, CoSA received \$25,000 from Ancestry.com for the Emergency Preparedness Initiative. Most states received a sample press release to send out stating that each of these states had worked on emergency preparedness for records and CoSA had awarded these states with a certificate to show that the first step had been completed. The Emergency Preparedness Initiative is a response to some of the issues which resulted from dealing with the Katrina Disaster, where the Federal Emergency Management Agency (FEMA) did not allow archivists on the disaster site because archives were not listed in the priority. That list has been changed to allow archivists to work on records, should a disaster occur.

CoSA received a grant from NHPRC to do a task force on local government records to assist in planning and organizing help to local governments with their records. Kentucky is very fortunate to have the Local Records Program because most states do not have that sort of relationship with their local governments or the money to have a local records grants program. Teague also said that White Papers were done with the grant and a report will be issued.

One of the main things that CoSA is working on is the Partnership for the American Historical Record (PAHR), which initially started out trying to increase NHPRC funding so that each state could get a grant. Every state will get a certain amount, and then more would be given based on the state's population and area. David Carmichael, Georgia State Archivist, devised a mathematical formula so that each state gets a certain basic amount, with more awarded based on the state's population. CoSA is working on draft legislation. This project is not attached to NHPRC necessarily, but rather to the National Archives. The National Archives will receive the money that would give the formula funding to the states. Few states have applied for the regrant. The main problem with the regrant is the requirement that a state have a 50% match. That would have been a problem for Kentucky. Currently, Board grants are matched only by 25%.

Teague gave an update on the Archives Week Coordinating Committee planning. The Archives Week Coordinating Committee is getting ready to send out material to make people aware of the dates of Archives Week and that the theme for 2007 is "Leisure." Gretchen Haney will work

on the poster. Archives Week is scheduled for October 7-13, 2007. KCA will pay for the cost of printing the poster.

Belding and Teague met with Arthur Rouse, who is producing the video, and his assistant, Macon Asbury, from Video Editing Services, of Lexington. Rouse has completed most of the shooting, and he was very pleased with the four segments of the documentary, which include sessions with Deidre Skaggs and Lisa Carter, both of UK, Jim Klotter, State Historian, from Georgetown College, and Roger Futtrell, a professional genealogist. The documentary also made good use of footage featuring Dr. Thomas D. Clark. SHRAB plans to ask the Friends organization to fund the cost of music and credits that will help make the documentary a more compelling product. There are actually two products. One is a 28 minute 40 second video version, which is appropriate for broadcast, and a 3 minute video version, which is a short piece that can be used as a front end at a talk before a community organization, Rotary Club, etc. The plan is for the video to be completed by the end of August. Rouse is working with KET to get it on KET's schedule. The product will be given to SHRAB in DVD format. SHRAB is currently working on an appropriate title for the documentary.

Belding suggested that since SHRAB was presenting a proclamation to the Lexington-Fayette Urban County Government, that at the presentation, this would be an opportunity for the video to be shown to give local officials a wider sense of the issues and particularly to thank local officials for their support and for the outstanding care of government records.

Teague gave an update on the NHPRC administrative support grant. The 2006 grant is completed. Teague will submit the final report. There was money left in the 2006 grant, but as it took so long before the money for the 2007 grant was received, SHRAB had to use some of the 2006 money to pay for administrative expenses. Once the money was received for 2007, the money was paid back to the 2006 grant and that money was used to pay KET. The 2007 grant money will be used to pay for meetings and for two SAA workshops. SHRAB will also use some of the money to pay for brochures about the SHRAB, since it wasn't done in 2006. Because of the new grants.gov site that SHRAB has not used and because the deadline for the 2008 grant is September 4th, Teague suggested that the SHRAB skip the NHPRC grant process this year. The Board suggested that Teague check grants.gov to see if it would be feasible to submit an application, even at this late date.

The Board reviewed the strategic plan. Revisions will be made according to the changes made on how NHPRC distributes its grants. A motion was made by Winter, seconded by Ryder, to change the language in Objective 2 under Goal 1 in the places of where the word “regrant” is used, to the phrase “state grant.” Motion carried unanimously.

Appalshop received partial funding for their grant “Television Preservation and Access Project” from NHPRC, which is about 45% of the projected costs. NHPRC only funded the first year of the project because the NHPRC funding itself is in jeopardy. NHPRC could not commit to funding the total amount but funded for the first year. Teague reported that a recent report was received from NHPRC stating that the KHS processing grant is closed.

Bell asked about the status of new members to the SHRAB. Teague said members are being sought to serve on the Board. Teague asked Belding if, after his retirement from state government, if he would be willing to serve on the Board as a Citizen at Large. Belding agreed.

A motion was made by Bell, seconded by Ryder, to present Belding with a resolution of appreciation for his work on the SHRAB. Belding is retiring from state government at the end of August 2007. Motion carried unanimously.

There being no further business to discuss, the meeting was adjourned.